



# Federal Employment Law Training Group, LLC

## FELTG Virtual Training Institute Registration Form

To process your registration, submit by: EMAIL (info@FELTG.com) OR FAX (206-350-2890)

### Absence, Leave Abuse and Medical Issues Week

April 12 - 16, 2021 - 12:00 pm – 4:00 pm (eastern time)

(Break 1:45 – 2:15)

Monday, April 12: Leave Use Overview

Tuesday, April 13: FMLA Law and Policy

Wednesday, April 14: Leave-Related Discipline & Medical Removals

Thursday, April 15: Reasonable Accommodation: Entitlements and Processes

Friday, April 16: Medical Documentation, Medical Requests and Record Confidentiality

**Early Bird Tuition** (register by March 29): One Day = \$345 Two Days = \$630 Three Days = \$910 Four Days = \$1195 Five Days = \$1475

**Standard Tuition** (register Mar 30 - April 16): One Day = \$395 Two Days = \$685 Three Days = \$975 Four Days = \$1285 Five Days = \$1550

Rates per registrant and access may not be used for groups under any circumstances. No split registrations. **Payment information must be submitted for registration to be accepted.**

Join as a live session and view through the internet **if permitted by agency firewall/security settings**. FELTG does not guarantee this access is available. Registrant will be provided access to a copy of the materials and dial-in directions. All registrants will receive validation of enrollment from FELTG, and separate confirmation notice from Webex with a unique link. Access emails can not be shared or forwarded. Retransmission by any means is not permitted. **Registrant will receive a final log-in/dial-in directions reminder email 24 hours before the first session. FELTG will not accept sub requests after this time. Check SPAM folders and firewall settings to be sure you do not miss this access information.**

**Pay Now** (Credit card payments will be processed approximately 2-3 weeks prior to the training start date if Pay Now is not selected.)

**Pay Later** (Purchase document invoices will be submitted on last date of training with net 30 days terms.)

Attendee Name:

Title:

Agency:

Phone:

Agency Billing Address

Agency Billing Address City/ State/ ZIP:

Email:

Credit Card Info

Card Number:

Cardholder name:

Ex. Date:

CVV:

Cardholder email:

Cardholder phone:

Credit card tuition charged approximately 2-3 weeks prior to the training start date. Early payment is available and waives cancel policies. Cancellations: There are no cancellations through Webex. You may cancel up to **March 12, 2021** only by calling FELTG at 844.283.3584. **No refunds or credits for no-shows or cancellations made after March 12, 2021.** FELTG reserves the right to modify or cancel programs with reasonable notice. If you do not receive an email validation from FELTG within seven days of submission YOU ARE NOT REGISTERED. Call us immediately. Registrations confirmed subject to availability. FELTG can not verify remote participation.